Permit #F00023706

FilmL.A., Inc.
1201 W. 5th Street, Suite T-800
Los Angeles, CA 90017
t: (213)977-8600 - f: (213)977-8601
www.filmla.com

Summary Information

Permit No: F00023706 **Type of Permit:** FILMING **Release Date:** 01/20/2010

Production Company UNIVERSAL NETWORK TELEVISION LLC

Insured Company Name UNIVERSAL NETWORK TELEVISION LLC

Contact Phone No. 1 818-777-1000
Contact Phone No. 2
Fax 310-969-1100
Address 100 UNIVERSAL CITY PLAZA, BLDG 1320/PH 1
UNIVERSAL CITY, California 91608

Production Title THE OFFICE

Type of Production TV Drama

Producer randy cordray

Director Randall Einhorn

1st AD Kelly Cantley

Production Manager Steve Burgess

FilmL.A. Coordinator Asia Robinson

Location Manager kyle alexander
Primary Phone Office - 818-766-6666
Secondary Phone Mobile - 310-909-9064

Location Assistant na na
Primary Phone Office - 000-000-0000
Secondary Phone

Fees

Posting 300	$26.00
Posting Max	$182.00
Notification Charge	$465.00
FILMLA FILM APPLICATION FEE	$625.00
LA CITY LANE AND STREET CLOSURE FEE	$312.00
LA CITY FIRE DEPARTMENT SPOT CHECK SURCHARGE	$85.00
FILMLA MONITOR FEES	$240.00
FILMLA MONITOR FEES OVERTIME	$90.00

Total Permit Fee $2,025.00

Number of Locations 2

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Summary Information

Location

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Production Company UNIVERSAL NETWORK TELEVISION L...
Insured Company UNIVERSAL NETWORK TELEVISION L...
Production Title THE OFFICE

Location Manager kyle alexander
Primary Phone Office - 818-766-6666
Secondary Phone Mobile - 310-909-9064

Location Address 2017 E 7th St, Los Angeles, CA, 90021

Location Names

Location Type Bar

Location Description

Film Dates 1/21/2010 - 1/21/2010 07:00 - 22:00

Open or Closed to the Public Closed

Generic Conditions Equipment vehicles may park on one side of street
Must comply with attached conditions
Must Maintain 5' Clearance on Sidewalks/Walkways
No Cast and Crew parking on areas streets.

Please see attached documents 7th btw Imperial and Mateo NS THE OFFICE Model (1).pdf
Kyle Alexander Agents letter327.pdf
Arts District Guidelines Revised April 29 2009.pdf

Equipment on Location

Type	Quantity
5 or 10 ton trucks	4
Cast/Crew vehicles	100
Cube Trucks	5
Generator	1
Honey Wagons	2
Motor Homes	2
Picture vehicles	3
Semi Trucks	5
Stakebed Trucks	2
Vans	3

Personnel on Location

Type	Quantity
Cast	10
Crew	60
Extras	60
Off-Duty/Retired LAPD Officer(s)	2
Spot Check	1

Filming Activities Drive by; Drive ups & away; Equipment on property; Equipment on sidewalk, in curb lane & across street; Exterior Dialogue; Exterior establishing shots; Interior and exterior dialogue; Intermittent pedestrian control; Intermittent traffic control - 2 minutes standard; Wetdown;

Jurisdiction **Political:** Los Angeles City - Council District 14 **Police:** Los Angeles Police Department **Fire:** Los Angeles City

Location Notes

Parking

Base Camp
Location Type : Private Parking Lot
Street : 1360 E. 6th. St.

Crew Parking
Location Type : Private Parking Lot
Street : 6th. & Beaudry lot

Posting "No Parking" signs E/S Mateo St., from 7th. St. North 100'

Approximate Footage 0 - 300

Log Number 1009498

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Summary Information

Location

Permit Number	F00023706	**Location Manager**	kyle alexander
Production Company	UNIVERSAL NETWORK TELEVISION L...	Primary Phone	Office - 818-766-6666
Insured Company	UNIVERSAL NETWORK TELEVISION L...	Secondary Phone	Mobile - 310-909-9064
Production Title	THE OFFICE		

Date(s) 1/21/2010 to 1/21/2010 **Time(s)** 07:00 to 22:00

Lane / Full Closure N/S curblane 7th. St. from Imperial St. to Mateo St.

Approximate Footage 0 - 300

Date(s) 1/21/2010 to 1/21/2010 **Time(s)** 06:00 to 22:00

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Summary Information

Location

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Production Company UNIVERSAL NETWORK TELEVISION L...
Insured Company UNIVERSAL NETWORK TELEVISION L...
Production Title THE OFFICE

Location Manager kyle alexander
Primary Phone Office - 818-766-6666
Secondary Phone Mobile - 310-909-9064

Location Address 1438 Kellam Ave, Los Angeles, CA, 90026

Location Names

Location Type Private Residence

Location Description

Film Dates 1/21/2010 - 1/21/2010 15:00 - 00:00

Open or Closed to the Public Closed

Generic Conditions
Community Survey Obtained
Equipment vehicles may park on one side of street
Must comply with attached conditions
Must Maintain 5' Clearance on Sidewalks/Walkways
No Cast and Crew parking on areas streets.

Please see attached document Angelino Heights Area July 2009.pdf

Equipment on Location

Type	Quantity
2500 gal water truck	1
5 or 10 ton trucks	5
Cast/Crew vehicles	100
Condors	1
Cube Trucks	5
Generator	1
Honey Wagons	2
Motor Homes	2
Picture vehicles	3
Scissor Lifts	1
Semi Trucks	5
Stakebed Trucks	2
Vans	4

Personnel on Location

Type	Quantity
Cast	10
Crew	60
FilmL.A. Monitor(s)	1
Off-Duty/Retired LAPD Officer(s)	2
Spot Check	1

Filming Activities Drive by; Drive ups & away; Equipment on sidewalk, in curb lane & across street; Interior and exterior dialogue; Intermittent pedestrian control; Intermittent traffic control - 2 minutes standard; Wetdown; RAIN FX. CONDOR. ;

Jurisdiction **Political:** Los Angeles City - Council District 01 **Police:** Los Angeles Police Department **Fire:** Los Angeles City

Location Notes

Coordinator Note FILMLA MONITOR REQUIRED 1400-0000 HRS

Parking

Base Camp
Location Type : Private Parking Lot
Street : DC STAGES

Crew Parking
Location Type : Private Parking Lot
Street : LOT AT 6TH & BEAUDRY

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Summary Information

Location

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Insured Company	UNIVERSAL NETWORK TELEVISION L...	Secondary Phone	Mobile - 310-909-9064
Production Title	THE OFFICE		

Posting "No Parking" signs S/S Kellam Ave. from West Edgeware Rd. east to 1422 Kellam
E/S West Edgeware Rd., from Carrol Ave. to 200' North of Kellam Ave.
S/S Bellevue Ave., Douglas to 300' West
N/S Boston St., from East Edgeware to 100' East

Approximate Footage more than 1800 **Log Number** 1009499

Date(s) 1/21/2010 to 1/21/2010 **Time(s)** 00:00 to 00:00

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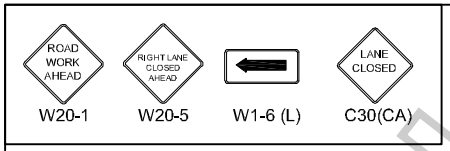
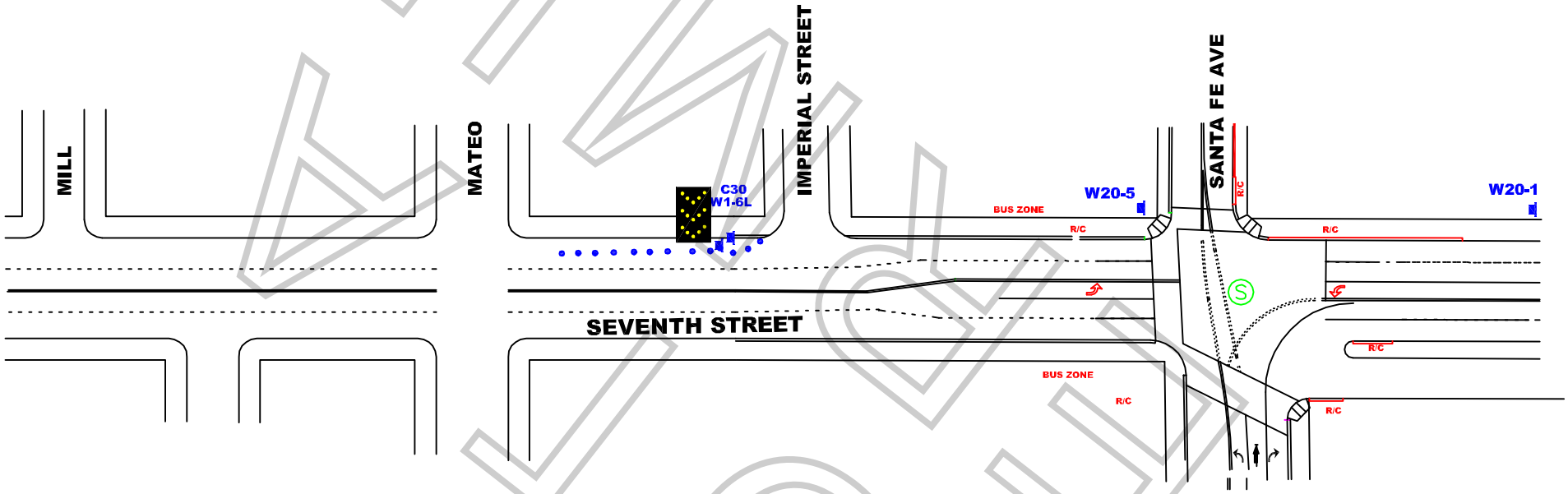


FILM LA COORDINATOR:
ASIA ROBINSON

FILM LA:
ASIA ROBINSON

NBC UNIVERSAL:
THE OFFICE



ALL TRAFFIC CONTROL WILL BE INSTALLED AND CONFORM TO THE MUTCD AND WATCH MINIMUM REQUIREMENTS

WORK ZONE TRAFFIC CONTROL PLAN GENERAL NOTES

1. **DATE/TIME: 01-21-10 FROM 06:00 HOURS TO 22:00 HOURS.**
2. ALL SIGNING, STRIPING, AND TRAFFIC CONTROL DEVICES SHALL CONFORM TO THE (CURRENT) STATE OF CALIFORNIA DEPARTMENT OF TRANSPORTATION (CALTRANS) STANDARD PLANS AND STANDARD SPECIFICATIONS, CALIFORNIA MUTCD, AND ANY ADDENDUMS THERETO, AND AS SHOWN ON THESE PLANS, SYMBOLS AND ABBREVIATIONS USED ARE SHOWN ON CALTRANS STANDARD PLANS A10A&B, A20A-D, AND A24A-E.
3. THERE WILL BE NO INTERFERENCE WITH TRAFFIC SIGNALS OR CROSSWALKS.
4. CONES WILL BE 28" MINIMUM HEIGHT AND HAVE REFLECTORIZED SLEEVES FOR NIGHT WORK.
5. POLICE WILL DIRECT TRAFFIC IF NECESSARY.

JCL BARRIDADE COMPANY
Ph: (213) 622-9775 Fax: (213) 622-9790
CA Lic # 805357
TRAFFIC PLAN DRAWN BY:
JIM MORRIS
Traffic control plan is drawn per 2009 MUTCD & 2009 WATCH Manual

TRAFFIC CONTROL FOR:
NBC UNIVERSAL:
THE OFFICE

PROJECT LOCATION:
CLOSE NORTH SIDE CURB LANE OF SEVENTH STREET FROM IMPERIAL ST TO MATEO STREET

LOCATION CONTACT:
FILM PERMITS UNLIMITED
DENISE WHEELER
818.347.9929

REV#	DATE	REVISION DESCRIPTION

Permit #F00023706

Permit #E00023706

Appointment of Film Permits Unlimited, Inc.
As Authorized Agent and representative

I certify that I am a representative of NBC Network Television LLC ("Principal") and am authorized to enter into binding contractual agreements on it's behalf. I further certify that I am authorizes by Principal to appoint other representatives and agents for Principal and to give such representatives and agents authority to enter into and bind Principal to agreements relating to the issuance of and compliance with location film (e.g. theatrical, television, commercial and other motion picture filming) and still photographic permits, including the permits themselves and any riders to such permits. Acting on behalf of Principal in my capacity as its authorized representative, I appoint Film Permits Unlimited, Inc. and it's employees and agents ("FPU") as Principal's authorized representatives and agents to apply for location film (e.g. theatrical, television, commercial and other motion picture filming) and still photographic permits on behalf of Principal through Film LA, Inc., any city and county, or through any other jurisdiction: to negotiate, discuss, accept, modify, agree to and bind Principal to the terms and conditions of such permits (including all restrictions and /or community guidelines applicable to any such permit): and to execute such permits on behalf of Principal. Principal understands, acknowledges and agrees that it (and/or its insurer) remains responsible and liable for all obligations imposed by or Incidental to any permit or rider issued to Principal signed by an employee or agent of (including any coordinator, runner or messenger used by) FPU. Principal further agrees to comply with the terms and conditions of any such permits and hereby appoints FPU as an authorized representative to facilitate compliance with such terms and conditions following issuance of any such permits and to enter into agreements for Principal with respect thereto. Any person, agency, entity, or organization (including Film LA, Inc. and any city county or other jurisdiction) may rely upon this appointment and need not obtain further authorization for any act described herein. An original or faxed copy of this appointment shall be sufficient, and may be treated as an original for all purposes. The appointment may be revoked by Principal at any time in writing, but in any case, shall expire one (1) year from the date of execution set forth below.

I declare under penalty of perjury under the laws of the State of California that I am authorized to appoint FPU as agent for Principal, and based upon that authority I hereby appoint FPU as Principal's agent as set forth herein.

Dated: Aug. 2, 2008

NBC Network Television, LLC
Name of Principal

By: Kyle Alelo
Representative's Signature

Kyle Alexander
Print Representative's Name

Location Manager
Representative's title

13927 Saticoy St
Van Nuys, CA 91402
Principal's Address

818 786-6666
Principal's Telephone

Film Permits Unlimited, Inc.
Phone (818) 347-9929
Fax (818) 347-9784

Please sign and fax back
Principal = Name of Company

NO PERMIT

SPECIAL FILMING CONDITIONS
THE ARTS DISTRICT

The Special Film Conditions described below will be included in the terms and conditions of permits issued for filming in this area and are in addition to the standard terms and conditions applicable to filming permits generally. While these Special Filming Conditions will be included as terms if a permit for filming in this are is issued, they are not intended to, and do not, establish the criteria or standards for determining whether or not a particular permit(s) will be issued for this area. The decision whether or not a particular permit(s) will be issued is vested in the discretion of the appropriate City or County department or their designees (including FilmL.A.), to be exercised consistent with public health, safety and general welfare, and applicable land-use ordinances.

This is a mixed-use area that includes manufacturing facilities, warehouses, artists/artisans and residents. These Special Conditions apply to the area roughly between 1st Street and 7th Street and between Alameda Avenue and the LA River. Within the past ten years, this area has experienced an influx of permanent residents into what was predominantly a light to heavy manufacturing zone for over 75 years.

The motion picture industry has amicably co-existed with the businesses and residents of this area for decades and desires to continue to do so. These Conditions are designed to promote cooperation between film companies, local businesses and residents so that each group can effectively utilize this diverse area. Violation of any of the conditions as outlined below may result in permit revocation or other administrative action.

- Affected residents/merchants and businesses must be notified at least two days in advance of the first day of filming or the first day of any substantial set preparation for productions that:
  - Request parking restrictions on the following public streets: Traction Avenue, East 2nd Street (except Alameda Street to Garey Street), East 3rd Street, Vignes Street, Molino Street (Palmetto Street to 4th Street only)
  - Request a street closure
  - Involve any special effects, gunfire, audible playback, helicopter activity, or other disruptive activities
  - FilmL.A. or the production company shall consult a designated community representative when an applicant requests a permit with less than two days notice under the above circumstances
- Posting on more than one side of Traction Avenue, East 2nd Street (except Alameda to Garey), East 3rd Street (except Vignes to Santa Fe), Vignes Street, Molino from 4th Street to Palmetto, Hewitt from Palmetto to 4th Street, 4t Street from Colyton to Molino requires a notification to a designated person in the building where alternate parking is not provided. Posting on both sides of the above streets is allowed without signatures on Sundays.
- When "No Parking" signs are posted on both sides of Hewitt between 4th Street and Traction Avenue, Art Share (213-687-4278) and Bedlam (213-909-1512) must be notified.
- Posting for equipment and/or picture, other than the streets listed above, will be reviewed on a street by street basis and may not exceed 450 linear feet. Additional posting may be granted if there is a majority of support from affected residents/businesses/merchants, and indicated on the permit. After filming is completed, companies are requested, as a courtesy (only LADOT is to touch the posting signs), to turn all "No Parking" signs around so that they face the opposite direction.

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- Companies must provide adequate detour and directional signage when street closures are in place, conforming as much as possible to current LADOT standards and practices. Detour routes must accommodate large, semi and tractor trailer trucks.

- The Arts District is home to many art gallery openings and live, local theater. When the following locations are directly impacted, notification is required if in conflict with a scheduled event at the Downtown Playhouse (929 E. 2nd Street 213-626-6909) and Art Share LA (801 E. 4th Place 213-687-4278).

- Productions filming near residential buildings after midnight or before 6:00am are required to notify designated representatives of the proposed activity. Contact information for building representatives will be made available on request from the community filming liaison (Jonathan Jerald 213-814-7164).

- Crew with walkie-talkies must wear headsets when filming after 12:00 am and before 6:00 am.

- Changeable Message Signs (CMS) will be required on the day(s) of filming activity that requires a full closure on the 1st, 4th and 6th Street Bridges. CalTrans/LADOT approved notification signs are sufficient and must be in place in advance of filming activity and must include the dates and times of closures.

- Cast/Crew are not permitted to park on the area streets. Off-street parking must be provided for personal vehicles.

- Generators are to be placed as far away from residential buildings as possible. Placement will be considered on a case-by-case basis.

- Production companies are required to completely remove all trash, food, cardboard boxes, etc. from the general vicinity at the end of each filming day. Production companies will be held responsible for the actions of the catering companies they employ to provide food for the cast and crew.

- Food should not be given directly to the homeless persons in the area. Production companies wishing to help the homeless should do so though one of the service providers in the downtown area.

- FilmL.A will monitor frequency and look for ways to mitigate the impacts of filming prior to placing a location off limits.

- Unless a signature survey is completed, the west side of Mateo Street between 4th Place and Palmetto Street must be kept clear of equipment, vehicles, condors and lights. This area, however, may be used for camera placement between the hours of 7:00 am and 10:00 pm only.

- When filming take place after 10:00 pm or before 7:00 am, generators are to be placed as far as possible away from residential buildings and lights are to be screened to avoid disturbing nearby residents.

- The Molino Loft buildings (500 and 530 Molino Street) and Marc Free should be notified (310-874-2652) for filming activity or parking restrictions along 4th Place between Molino and Mateo [the curve].

NOT A PERMIT

- Due to the mixed use nature of the neighborhood, productions wishing to utilize space along the west side of Santa Fe Ave. between 2nd and 3rd Streets and the north side of 3rd Street from Santa Fe Avenue to west 100 feet must obtain a signature from Valerie Mitchell or designated representative (213-687-3987).

- Frequent filming in the area of Vignes and 2nd Streets along with the high demand for parking in the area requires that posted "No Parking" on Vignes Street between 1st Street and 2nd Street shall be limited to no more than 200 feet, unless alternate parking or notification are provided to a designated representative from the building.

- The area near 3rd and Traction Avenue is home to many small businesses that have greatly helped to develop the area. In order to be sensitive to these businesses it is necessary for production companies to obtain signatures from the following businesses when there are filming activities or parking on the 700 block of 3rd Street between Traction Avenue and Hewitt Street: Zip Fusion- Jason Ha (744 E. 3rd Street, 213-680-3770); Lakich Studio-Lily Lakich (704 Traction Avenue, 213-620-8641); Ay Carrumba (714 Traction Avenue, 213-620-0274); Wurstkuche Sausage Grill- Joseph Petruzulli (800 E 3rd St, 213-667-4444); Blue Dahlia (738 E 3rd St, 213 613-0621)

- Outdoor food preparation using charcoal or gas grills must be at least 100 feet away from any residential building.

NO PERMIT

SPECIAL FILMING CONDITIONS
ANGELINO HEIGHTS AREA

The Special Filming Conditions described below will be included in the terms and conditions of permits issued for filming in this area and are in addition to the standard terms and conditions applicable to filming permits generally. While these Special Filming Conditions will be included as terms if a permit for filming in this area is issued, they are not intended to, and do not, establish the criteria or standards for determining whether or not a particular permit (or permits) will be issued for this area. The decision whether or not a particular permit (or permits) will be issued is vested in the discretion of the appropriate City or County department or their designees (including FilmL.A., Inc.), to be exercised consistent with public health, safety and general welfare, and applicable land-use ordinances.

This area is bounded roughly by Echo Park Avenue on the west, Sunset Boulevard on the north and east, and the Hollywood Freeway (101) on the south.

- **Affected residents/merchants/businesses within 500 ft. of any filming activity (including production equipment parking, cast/crew parking, or catering) must be notified at least two (2) days in advance of the first day of filming or the first day of any substantial set preparation**. *Permit requests must be submitted to FilmL.A. at least three (3) days in advance.*

- **Cast and crew are not permitted to park on area streets**. Off-street parking must be provided.

- **Minimal posting only for equipment parking will generally be allowed** and only on one side of the street.

- **Posting or parking of equipment is prohibited on the 1300 block of Carroll Avenue (between Douglas Street and East Edgeware Road)** unless the filming address is on that block. In that case the Special Filming Conditions for the 1300 block of Carroll Avenue must be followed.

- **A FilmL.A. Monitor will be assigned to encourage compliance with the permit and conditions.** The Monitor will generally arrive at the designated location 1 hour prior to the permit start time to note proper arrival time and remain with the production company during all filming-related activities and ensure proper departure time.

FilmL.A. Inc. NOT A PERMIT